

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
OCTOBER 1, 2012**

Chairman Ronald J. Heintzelman called the meeting to order at 7:30 PM followed by the Pledge of Allegiance to the flag and roll call. In attendance were Supervisors Steve Pany, Mark Hills, Manager Jeff Bartlett, Attorney Lisa Young and Secretary/Treasurer Brenda Norder.

APPROVAL OF PREVIOUS MINUTES

Upon motion by Steve Pany, seconded by Ronald J. Heintzelman, the minutes of the following meetings were approved as presented: September 10, 2012 Board of Supervisors Meeting Minutes and September 18, 2012 Hearing Continuation Minutes. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

ANNOUNCEMENTS

1. The Township Offices will be closed Monday, October 8th for the Columbus Day Holiday.
2. Township trick or treat night will be held on Friday, October 26th from 6-8 PM, no rain date.
3. A request for bids for Preemption detectors been advertised and bids will be publicly opened on October 17, 2012 at approximately 9 AM.

TREASURER'S REPORT

Upon motion by Steve Pany, seconded by Ronald J. Heintzelman, the September Treasurer's report were approved as presented and the Treasurer was authorized to disburse checks # 6643-6688. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

NEW BUSINESS:

PUBLIC HEARING:

Chairman Heintzelman recessed the regular meeting in order to hold a Public Hearing on the proposed adoption of Ordinance 2012-3.

ORDINANCE 2012-3 PA INFRASTRUCTURE BANK (PIB) LOAN

Attorney Lisa Young gave a brief update of Ordinance 2012-3, an ordinance authorizing and directing the issuance of a general obligation note in the amount of \$2,500,000.00, for the purposes of improvements previously made to Rt. 309 corridor. Atty. Young noted that the Ordinance was duly advertised and that it will be advertised within 15 days of adoption. Chairman Heintzelman opened the floor for comments. There were no comments.

Upon motion by Steve Pany, seconded by Mark Hills, the Board approved Ordinance 2012-3. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

RESOLUTION 10-01-12 PA INFRASTRUCTURE BANK (PIB) AGREEMENT

Upon motion by Steve Pany, seconded by Mark Hills, the Board adopted Resolution 10-01-12. Resolution 10-01-12 authorized the Chairman to sign the PIB loan agreement.

Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

Chairman Heintzelman resumed the regular meeting.

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
MUNICIPAL BUILDING
OCTOBER 1, 2012 PAGE 2**

REDUCTION OF ESCROW FOR LEGAL & ENGINEERING

After consultation with the Solicitor and the General Planning Engineer, Secretary/Treasurer Brenda Norder recommended the following escrow amount for legal and engineering be released to the Developer: Yorgey Supply Land Development \$ ~~19,495.00~~ \$8,169.08 *see 11/5/12 minutes correction.* \$5000.00 will be retained in the account to cover anticipated legal and engineering costs. Upon motion by Steve Pany, seconded by Ronald J. Heintzelman, the Board authorized the Treasurer to reduce the escrow balance. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

SPRING KNOLL ESTATES

Ken Snyder presented the Board with a Memorandum reflecting a change to eliminate the guide rails from the Plan of Spring Knoll Estates. The Township's Engineer has reviewed this change. Upon motion by Steve Pany, seconded by Mark Hills, the Board accepted the Memorandum and authorized the Chairman to sign the Memorandum, contingent upon approval by the Solicitor. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

AUTHORIZATION FOR HIPAA COMPLIANCE PRIVACY POLICY

Upon motion by Steve Pany, seconded by Ronald J. Heintzelman, the Board of Supervisors adopted a Privacy Policy as it relates to North Whitehall Township's Group Health Program and authorized the Privacy Officer to sign the document. The Privacy Policy protects the confidentiality of its plan participants' private health information. This action fulfills the compliancy requirements of the Health Insurance Portability and Accountability Act of 1996. (HIPAA). Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

AUTHORIZATION FOR HIPAA COMPLIANCE SECURITY POLICY

Upon motion by Steve Pany, seconded by Mark Hills, the Board of Supervisors adopted a Security Policy as it relates to North Whitehall Township's Group Health Program and authorized the Security Officer to sign the document. The Security Policy ensures that the township does not maintain or transmit any electronic personal health information. This action fulfills the compliancy requirements of the Health Insurance Portability and Accountability Act of 1996. (HIPAA). Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

PENSION REQUIREMENT ESTIMATE FOR 2013

Treasurer Brenda Norder presented an estimate of the minimum municipal obligation for the North Whitehall Township Retirement Plan for the year 2013 to be \$ 39,421.76. Income from State Pension Aid is projected to be \$ 69,984.46. A total estimate of \$ 109,406.22 is projected in pension expenses for budgetary figures.

MANAGER'S REPORT:

RESOLUTION 10-01-12A

Upon motion by Steve Pany, seconded by Mark Hills, the Board of Supervisors adopted Resolution 10-01-12 A. Resolution 10-01-12A authorized Jeff Bartlett, Township Manager to sign, endorse, and enforce the Sidewalk Maintenance Agreement between North Whitehall Township and PENNDOT. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
MUNICIPAL BUILDING
OCTOBER 1, 2012 PAGE 3**

MANAGER'S REPORT continued:

- Mr. Bartlett reminded residents that burning of yard waste and leaves is prohibited in the Township. The leaf collection program will be starting shortly and residents may drop off yard waste at the recycling center behind the building.
- Mr. Bartlett gave a status report on township and state road projects.

OLD BUSINESS:

TIMM & NANCY STOUTD EXTENSION OF TIME

Upon motion by Steve Pany, seconded by Ronald J. Heintzelman, to accept a 90-day extension of time, in order for the Board to review the Minor Subdivision Plan of Timm & Nancy Stoudt. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Steve Pany - yes. There were no public comments on this item.

COMMENTS FROM THE FLOOR (Non-agenda items):

- Christine Smith, 5526 Park Valley Road, Schnecksville, commented on people blowing grass clipping onto the roadways.
- Harold Smith, 5526 Park Valley Road, Schnecksville, commented on the light in the parking lot being out for 3 months.
- Jim Morris, 6127 Riverview Rd, Slatington, suggested the Board consider allocating funds to the Frieden's Fire Company in the 2013 budget. Friedens is first due in Fire Company for a small portion of the northern end of the township.
- Nancy Braymer, 3532 Apple Road, Orefield, asked for clarification on the PIB loan.
- Ricky Harring, Steeple Chase Drive, Schnecksville, asked the Board to consider the Schnecksville Fire Company's offer of \$1.625/gal for the township's unused heating fuel, instead of the \$1.75/gal suggested by the township.

MOTION HEATING FUEL PRICE

Upon motion by Steve Pany, seconded by Mark Hills, the Board of Supervisors approved selling the unused heating fuel to Community Fire Company #1, a/k/a Schnecksville Fire Co. for \$1.625/gal., up to 8,000 gallons. Roll call: Mark Hills - yes; Ronald J. Heintzelman - abstained; Steve Pany - yes. There were no public comments on this item. Supervisor Heintzelman is a member of the fire company.

COMMENTS continued:

- Mike Kondravy, 3615 Levans Rd, Allentown, inquired about the status of fixing the sound system.

COMMUNICATIONS

Thank you cards from the Schnecksville Sr. Club and the Laurys Sta. Keenagers for their allocations 2011 Audit

ADJOURNMENT Meeting adjourned at 8:06 PM.

Respectfully submitted,

Brenda Norder, Secretary